

## Huddle Up Group Program Manager

Momentous Institute is seeking an experienced licensed therapist and leader to manage a dynamic, experiential group therapy program serving adolescents and their families. This innovative program provides services at Momentous Institute as well as in local schools and partner organizations. Founded in 1920, Momentous Institute is committed to offering services that are systemic, trauma-informed, and include brain and strengths-based perspectives. Comprehensive therapeutic services annually offered to over 5,500 children and family members focus on building and repairing social emotional health so families can achieve their full potential. With an emphasis on innovation, collaboration and training, Momentous Institute offers a truly dynamic work environment.

**Reports to:** Director of Clinical Innovation

**Position Status:** Full Time, Exempt

**Role:** Coordinate Huddle Up programming and oversee staff to provide innovative services to children and families served by Momentous Institute.

### Responsibilities:

- Develop, oversee and provide programming for children and their families enrolled in the Huddle Up (HU) group program. This includes:
  - a. Screen all inquiries and referrals to HU
  - b. Guide and support the therapeutic curriculum utilized within the program
  - c. Participate as a team member during group programming which takes place on Tuesday & Thursday evenings.
  - d. Lead and conduct team clinical and planning meetings
  - e. Provide case management to clients in program, including family consultations as needed
  - f. Prioritize program evaluation and research among the team and ensure the team follows all current research protocols
  - g. Coordinate and communicate with food services
  - h. Conduct and coordinate external program sharing trainings
  - i. Conduct and coordinate internal case presentations
  - j. Coordinate and attend trips to the Salesmanship Club camp in east Texas as a part of programming
- Supervise a team of 4 to 6 licensed/license eligible mental health professionals responsible for programming (e.g., Professional Development Plans; management of time in payroll system; stewardship goals)
- Coordinate and support experiential HU groups which takes place in Dallas area schools and community organizations
- Work closely with the Director of Clinical Innovation to plan and implement program development that takes into account direct service goals, outcomes, innovation and opportunities for program sharing
- Insure the maintenance of all appropriate documentation and record keeping for clients enrolled in HU.
- Develop, oversee and provide supervision for practicum students participating in Huddle Up programming, while working in collaboration with the Director of Training and the Training Manager to ensure continuity of training program goals
- Support meaningful Salesmanship Club Member involvement in collaboration with the Director of Clinical Innovation.
- Perform other duties as assigned by Director of Clinical Innovation.
- Exhibit Momentous Institute's core values: respectfulness, stewardship, innovation, collaboration and hope.

## **Qualifications:**

- Excellent interpersonal, leadership and management skills
- Texas licensed mental health provider (e.g., LPC, LCSW, LMFT)
- Texas license or license eligible to provide clinical supervision of trainees towards their licensure requirements.
- A minimum of five years' experience working with children and families
- A minimum of three years' experience providing groups therapy interventions.
- A minimum of three years' experience providing clinical and administrative supervision.
- Previous management experience preferred.
- Strategic thinker that supports program development
- Excellent communication skills – verbal and written
- Ability to work with clients and colleagues of diverse ethnic and socioeconomic backgrounds.
- Proficient in Spanish preferred.

## **Interested:**

Applications are currently being accepted and the position will remain open until filled. Candidates from diverse backgrounds are encouraged to apply. Please send letter of interest and resume to:

**Jessica Gomez, Psy.D.,**  
**Director of Clinical Innovation**  
[jgomez@momentousinstitute.org](mailto:jgomez@momentousinstitute.org)

- Momentous Institute maintains a policy of non-discrimination for all employees and applicants in every facet of the organization's operations. Momentous Institute hires, trains, and promotes all qualified employees without discrimination on the basis of race, color, sex, religion, national origin, age, military status, disability, genetic information, gender identity, or sexual orientation.
- All employment offers are contingent upon successful completion of a criminal background investigation, including a check of the National Sex Offender Registry

## Policy Statement

**No form of abuse will be tolerated, and confirmed abuse will result in immediate termination. Momentous Institute will fully cooperate with authorities if allegations of abuse are made requiring investigation.**